

HOW TO CHANGE THE TABLE NAME

- Changing the name on a table allows you to label the limits you created in the table. When you look back at the name after a couple of days you know what data is available in that pivot.

Step 1:

Limit: Transaction Code

Name:

☐ Include Nulls

☒ Not

MO
NO
PV
SE
V5
V8
VA
VD
VE
VF

1. In this example the table will only contain PCMS Transactions which are Transaction Codes V5, V8, V6 and V2. A limit on Transaction Code was added that just contains PCMS transaction codes.

6/5/2006

Step 2:

BrioQuery - 34dtr[1]

File Edit View Insert Format Table Tools Window Help

Anal

Table

Sections

DTR

Query

Results

Table

Sort: Drag Request Items here to sort them

Limit: Transaction Code

User Id	Financial Amount	Undelivered Orders	Expended Items	Fiscal Year	Transaction Code
PCMSUSER	1,518.22	-1,518.22	0	2005	V5
PCMSUSER	-1,518.22	1,518.22	0	2005	V5
PCMSUSER			1,518.22	2005	V5
PCMSUSER			12.81	2005	V5
PCMSUSER			0	2005	V5
PCMSUSER	-12.81	12.81	0	2005	V5
PCMSUSER	-15	0	15	2005	V5
PCMSUSER	15	-15	0	2005	V5
PCMSUSER	-15	15	0	2005	V5
PCMSUSER	-1,457.8	1,457.8	0	2005	V8
PCMSUSER	-1,457.8	0	1,457.8	2005	V8
PCMSUSER	2,157	-2,157	0	2005	V8
PCMSUSER	-2,157	2,157	0	2005	V8
PCMSUSER	1,457.8	-1,457.8	0	2005	V8
PCMSUSER	-2,157	0	2,157	2005	V8
PCMSUSER	-4.8	4.8	0	2005	V5
PCMSUSER	-4.8	0	4.8	2005	V5
PCMSUSER	176.4	-176.4	0	2005	V5
PCMSUSER	-120.93	120.93	0	2005	V5
PCMSUSER	-749.94	749.94	0	2005	V8
PCMSUSER	-452.89	0	452.89	2005	V8
PCMSUSER	-452.89	452.89	0	2005	V8
PCMSUSER	452.89	-452.89	0	2005	V8
PCMSUSER	-1,110	0	1,110	2005	V5
PCMSUSER	-1,110	1,110	0	2005	V5
PCMSUSER	1,110	-1,110	0	2005	V5
PCMSUSER	-176.4	176.4	0	2005	V5

Begin Budget Fy, Fund, Division, Organization, Reporting Org 1, Reporting Org 2, Program, Boc, Document Number, Vendor Code, Reference Info, GI Account, User Id, Financial Amount, Undelivered Orders, Expended Items, Fiscal Year, Transaction Code

352 of 2129 Rows

2. Double <click> on **Table** under Sections in the far left side of the screen.

Step 3:

Section Label

Label: Table

OK Cancel

Section Label

Label: PCMS Table

OK Cancel

3. The Section Label will appear when you double click. You can then <type> in your new **name** for the table. In this case since the table only contains PCMS transactions, the name is PCMS Table. Once you typed in the name <click> the **OK** button.

The screenshot displays the 'PCMS Table' in the '34dtr[1]' application. The table is sorted by 'Transaction Code'. The columns are: Begin Budget Fy, Fund, Division, Organization, Reporting Org 1, Reporting Org 2, Program, and Transaction Code. A callout box labeled 'Name change' points to the 'Fund' column. The left sidebar shows a tree view with 'PCMS Table' selected. The top menu bar includes File, Edit, View, Insert, Format, Table, Tools, Window, and Help. The bottom status bar indicates 352 of 2129 Rows.

Begin Budget Fy	Fund	Division	Organization	Reporting Org 1	Reporting Org 2	Program	Transaction Code
2004	52	3	3410	3400	3410	523410030	
2004	52	3	3410	3400	3410	523410030	
2004	52	3	3410	3400	3410	523410030	
2004	52	3	3411	3400	3411	523411030	
2004	52	3	3411	3400	3411	523411030	
2004	52	3	3411	3400	3411	523411030	
2004	52	3	3409	3400	3409	523409030	
2004	52	3	3409	3400	3409	523409030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3414	3400	3414	523414030	
2004	52	3	3413	3400	3413	523413030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3401	3400	3401	523401030	
2004	52	3	3414	3400	3414	523414030	

4. The name has been successfully changed to PCMS Table. You can see the name change in two spots above under sections.

Note: If you need to change the name again, just follow the above instructions.